

**HOUSING PRODUCTION TRUST FUND ADVISORY BOARD
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT
GOVERNMENT OF THE DISTRICT OF COLUMBIA**

MEETING MINUTES

THURSDAY, DECEMBER 20, 2018

12:30 pm

DHCD ROOM #318

WELCOME

Polly Donaldson, Director

The DHCD Housing Production Trust Fund Advisory Board convened in Room #318, 1800 Martin Luther King Jr. Ave. SE, Washington, DC., pursuant to notice at 12:35 pm, Polly Donaldson, Director, presiding.

Advisory Board Members Present:

Polly Donaldson

Lakeeshia Fox

Charles Lowery*

David J. Roodberg

Stan Jackson

Lynn French

Also present:

Danilo Pelletiere - DHCD Senior Advisor

Ana van Balen - DHCD Housing Preservation Officer

Jayla Johnson - DHCD Capitol City Fellow

Erin Wilson - DHCD DFD Deputy Manager

Reshma Holla - DHCD DFD Deputy Manager

Steven Brannum – DHCD DFD Project Manager

Andrea Wise – DHCD DFD Program Specialist

Joseph Knackstedt – DHCD DFD Project Manager

Allison Ladd, DHCD Deputy Director

Gwen Cofield - DHCD Communications Director

Richard Livingstone - DHCD Special Assistant

* present via telephone

MINUTES

Minutes for the October 25, 2018 HPTF meeting were reviewed. David Roodberg made a motion to adopt the minutes. The motion was seconded by Lakeeshia Fox. The minutes were approved unanimously by voice vote.

DHCD UPDATE

Polly Donaldson, DHCD

First, the Director acknowledged new board member Lynn French and congratulated her on her appointment by the Mayor and confirmation by the Council. Lynn introduced herself to the board noting she grew up in DC, spent time working for the Council, then on the Homestead Program at DHCD, and for Mayor Williams as the “homeless czar” where she was responsible for drafting the District’s first plan to end homelessness. She currently serves as Executive Director of Hope and a Home where she has been since 2010.

The Director took the opportunity as we come to a close of the Mayor’s first four-year term to reflect on our accomplishments, including the \$100 million HPTF commitment from Day 1. She noted there will be inauguration festivities on January 2nd along with other public events we will share with the Board.

It was announced that following the DC Auditor’s recommendation to complete a 3rd party audit, that we have done so for FY 16 and copies of the report were made available to the board and are posted online.

A discussion occurred in extension of previous meeting conversations about sharing our successes in these areas including investments, progress made since previous audits and reports, as well as deeper investments in the below 50% and below 30% income brackets for HPTF. A request for emphasis on local efforts, not just regional and national was made.

Tying into the success conversation, the Director shared further information on the Mayor’s Chairing of the Housing Task Force of the National League of Cities (NLC). Noting the task force’s work to identify best practices (what NLC calls city solutions of which DC will have many to provide) and develop actions at the state and federal level in support of housing investments. The first in-person meeting of the task force will occur on January 22nd, in conjunction with the US Conference of Mayors. In addition to this national effort, the Director shared updates on work occurring with the Metropolitan Washington Council of Governments (COG), the Greater Washington Partnership, and others.

LEGISLATIVE UPDATE

Danilo Pelletiere, DHCD

Danilo shared Council Period 22 ended on Tuesday. DHCD was tracking Ms. French’s appointment as well as a bill on economic development and return on investment that passed. The bill requires the OCFO to list economic development and affordable housing projects and to report back on number of units, CBE requirements, local employment figures and other metrics. This bill covers HPTF and Preservation Funds. All bills that did not pass during period 22 will have to be introduced a new in Council Period 23 starting in January. Danilo noted that if bill had a hearing in period 22 they can still pass with relative ease.

PRESERVATION UPDATE

Ana van Balen, DHCD

Ana shared that we successfully completed stakeholder engagement and pre-bid meetings with the community on the District Opportunity to Purchase Act (DOPA). She gave a presentation to the board on DOPA reminding the group that implementing DOPA was a recommendation of the Preservation Strike Force and we're pleased to have made good on the commitment this fall.

A discussion occurred on the operationalization of DOPA including funding, project qualifications including what DHCD has seen to date, prioritization of projects, and relationship to other DHCD initiatives.

Ana segued into updates on the Small Buildings Program and the Preservation Fund, both of which are up and operating and have numerous applications.

HOUSING PRODUCTION TRUST FUND UPDATE Erin Wilson, DHCD

Erin shared that we have had one additional closing since our last meeting, 555 E Street SW bringing the total investment in the first quarter of FY 19 to \$55.8 million. She shared information on additional projects we're tracking closing for in FY 19 and 20.

Erin also shared that we have six applications for the Oramenta Newsome Fund, grants for predevelopment financing in the amount of \$100,000. She noted all of these projects are also requesting funding from HPTF and that we intend to announce new projects this winter.

Erin took the opportunity to congratulate members of the Development Finance Division team who work hard day in and day out shepherding projects including project managers Steven Brannum, Andrea Wise, and Joseph Knackstedt who were in attendance at the meeting but also the six additional team members not here today.

The group discussed how to accommodate continued requests for a smaller fund balance. It was noted that with the development of the preservation fund we would expect less Tenant Opportunity to Purchase Act (TOPA) deals to be financed with HPTF.

OFFICE TO AFFORDABLE HOUSING TASK FORCE Allison Ladd, Deputy Director

Deputy Director Ladd shared the work of the agency on the Office to Affordable Housing Task Force on which she represents the agency and Chairs a subcommittee on finance. She shared that the task force was created by Council, Chaired by the office of the Deputy Mayor for Planning and Economic Development (DMPED), with nine members, plus representatives from DMPED, the Office of Planning, the Office of Zoning, and DHCD.

The task force has three statutory goals; 1) to assess the feasibility of office to affordable housing conversion; 2) to recommend policy changes to facilitate such conversions; and 3) to note costs associated with conversions and the furtherance of the goal to create affordable housing. The task force started in October and will end in February having published a report on their findings.

David Roodberg motioned to adjourn the meeting. The motion was seconded by Lakeeshia Fox. All voted in favor. The meeting was adjourned at 1:50pm.